

NORTH WHIDBEY POOL, PARK, AND RECREATION DISTRICT

REGULAR MEETING JOHN VANDERZICHT MEMORIAL POOL Tuesday, March 23, 2021

Meeting was called to order at 6:43pm. Commissioners in attendance: Brooks-Leete, Hardin, Merrill, and Wiegenstein. Commissioner Chargualaf joined within a few minutes during Board Issues.

I. Board Issues: - None

II. Agenda Changes – None

III. Public Comments – None

IV. Approval of Minutes – Commissioner Merrill moves that we approve the minutes from 02.23.2021, as written. Commissioner Hardin seconds the motion. Discussion. Motion passes unanimously.

V. Voucher Review – Commissioner Brooks-Leete moves to approve expense vouchers #8926 to #8954 in the amount of \$15,526.64 and Payroll Transfers for \$28,452.29 for a total of \$43,978.93. Commissioner Hardin seconds the motion. Discussion. Motion passes unanimously.

VI. Staff Reports – **Director** – We have two new lifeguards that have started and by the end of the month, we should have an additional one who will be picking up most of the schedule. We did receive more lifeguard applications but not before the class had begun. We will try to fit a class for them in next month. I have set up a Water Safety Instructor (Swim Lessons Instructors) through American Red Cross to happen the week of Spring Break. Hopefully, we will get the recruits we need. Employee Handbook – Did update Handbook regarding the benefits for exempt and full-time positions. The majority of what you should pay close attention to, I highlighted, and sent to you. The exempt follows the current Directors contract and the only way the regular full-time staff differs is exempt full-time will be able to earn more vacation at three years, and the full-time staff will be able to earn more vacation at 5 years. Added the District vehicle use. She has not gotten it back from our Attorney as of now. Video Surveillance has just a slight change. We had this on the books, so she updated it in the handbook. She updated the Pool Rules to be in line with WAC rules regarding public aquatic facilities. Did the recommendation about child abuse, firsthand, secondhand and thirdhand knowledge. Changes to the key checkout procedure. Phase 3 guidelines - received them last night and briefly glanced at them. Will review. Would like to hold off on showers due to the fact we do not have cleaning staff during the day. Deck shower may still be used. Website Domain - Director feels that it is essential for us to reconsider our website name to NWPPRD.org. Go Daddy will continue to forward our current domain oakharborpool.com until our contract is over March 10, 2022. Director and Admin will check the cost to keep oakharborpool.com permanently. Candidate Filing – We need the names of two commissioners to fill the soon to be vacated positions. Director and Admin will check to see if Commissioner Chargualaf needs to reapply in May or if he is good until November when he must be elected. Director may sit on the on Parks Board for City; they have a seat available. Director has started a business Facebook page. Boiler Project – Director met with Representative Paul, his aide Mayzie Shaver, and Brian Tyhauis from the Navy. There is potential funding available. I have a small window available in August to get the boiler replaced in between programs. Trailer Removal – has been removed. Had a few hiccups but got it sorted out. Attended a meeting about Harbor Heights Sport Complex 50 parking spaces, and one new soccer field and dog run. Interviewing for Recreation Director position. Will let Board know of her decision.

Maintenance Director's Report – Just finished installing the fire doors on the maintenance room. Got more exterior lights. Swim Blocks - got information and costs to replace. Mainly used by OHHS and Swim Club that rents out the facility. About \$14, 000 to replace blocks and then twice that to replace timers. Commissioner Merrill suggested a fundraiser to raise money for the blocks. Commissioner Hardin suggested going to the school district. Alarm Inspection was done – a few alarms got painted over and that could cause sensors not to work properly. We will be replacing them. Brightwater has identified some loose limbs that are on the city property outside the district that need to be removed. Burn day will be April 17th, and we will be renting a roll away dumpster from Island Disposal to haul away trash. Mr. Cochran went to the dog park this past weekend and fixed a leaky faucet. There was a car accident outside the driveway to the dog park on Ault Field Road and trash and debris was cleaned up. Maintenance Assistant went out and cleaned up the trash and debris. **Admin and Attendance – Pool Fee Research** –Admin has researched 16 pools from Bellingham to Centralia for comparison for your information. This chart shows current fees for different programs. Review of COVID Pricing move to April Regular Meeting. Resident and non-resident rates. Check into Promotional Pricing. If we have a policy, we can do a buy one get one free. One fee for Volleyball, etc. Special interest groups that subsidize the cost of swimming. Will be on agenda next month for full discussion. Property Tax Distribution - was more than projected due to assessed property value going up. The county is still in the process of rolling over to the new year as of this Treasurers Report. There were 331 unique users of the pool during the month of February. March and April are generally when we see more patrons coming for open swim. I have begun the process of looking into a replacement for SlickText, the service we currently use to send bulk text messages to our patrons.

VIII.A. Employee Handbook – Still under review. Waiting for it to come back from Attorney. Will be carried over to the next regular meeting in April.

VIII.B. Candidate Filing – No action to be taken. Will be carried over to April regular meeting.

VIII.C. Creating Park Advisory Committee – Subcommittee of the board to meet with the RC Group, the dog park group, the group interesting in using the baseball field. Commissioner Brooks-Leete thought it is a great idea to invite community to help with planning. Commissioner Wiegenstein and Commissioner Brooks-Leete will be part of the committee.

IX.A. – Website Domain – Discussion. Commissioner Brooks-Leete motioned that we change the domain name from oakharborpool.com to NWPPRD. with domain forwarding included. Commissioner Merrill seconds the motion. Discussion. Motion passes unanimously.

Final Board Comments: Commissioner Chargualaf says the pool looks great. He has been coming here for 19 years since his kids were little. Water is clean and clear. Night and Day. Looks spectacular. Cannot say enough about the maintenance staff. Commissioner Brooks-Leete has been around the pool a little more and had a little tour of the facility today. Areas we see, and areas do not see, look astonishing. Tremendous improvement. Cannot say enough about it. Consensus is that Director works too long, too hard wanted board to be aware. She is very dedicated. Commissioner Hardin had family visiting. Dragged husband to pool and he could not believe how fabulous it looked and many thanks to team. Commissioner Wiegenstein thanked Director and Board for their dedication and giving their time for the board meetings. Loves the pool smell, pool looks phenomenal. Director is there for the whole district.

Commissioner Merrill made a motion to adjourn. Commissioner Hardin seconded the motion. Motion passes unanimously. Meeting was adjourned at 8:18pm.